



17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037

**SENIOR ADVISORY COMMITTEE**

After Action  
REGULAR MEETING

AUGUST 5, 2003

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**Morgan Hill Civic Center**  
Council Chambers  
17555 Peak Avenue

**Senior Advisory Committee**

Chair	Marilyn Gadway
Vice-Chair	William Keig
Committee Member	Kenneth Mort
Committee Member	John Bautista
Committee Member	Sharon Leonard
Committee Member	Gloria Subocz
Committee Member	Charles Swann

Parks & Recreation Commissioner Craig Van Keulen

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**1:30 P.M.**

**CALL TO ORDER**

Vice Chair Keig called the meeting to order at 1:30 p.m.

**ROLL CALL ATTENDANCE**

Absent: Chair Gadway & Committee Member Bautista

**DECLARATION OF POSTING THE AGENDA**

Per Government Code 54954.2

**PLEDGE**

Pledge was led by Committee Member Swann

**OPPORTUNITY FOR PUBLIC COMMENT**

None

## **VERBAL REPORTS**

### **YMCA SENIOR PROGRAM MONTHLY UPDATE**

Carol Wood, Director  
YMCA Senior Center

Ms. Wood passed out the Senior Center Newsletter to the Committee Members. Ms. Wood reported the Senior Center will hold a blood pressure screening on August 15<sup>th</sup>. She also reported the Nutrition Program has experienced an increase the number of seniors. She stated the Center even has some RV's who are passing through town or staying in Morgan Hill for an extended period of time who are taking advantage of the Nutrition Program. Committee Member Leonard asked what the average attendance is at the Nutrition Program. Ms. Wood responded the average attendance is between 70 and 75; a high day is 90 to 100 and a low attendance day is 35 to 40.

Ms. Wood reported the situation with the senior who had demonstrated abusive behavior has improved.

### **PARKS AND RECREATION COMMISSION**

Staff Balagso

Staff Balagso reported the Parks and Recreation Commission reviewed and accepted the Recommendation by the Senior Advisory Committee to shorten the construction schedule for the Indoor Community Recreation Center and to consider including a dedicated kitchen for the Senior Nutrition Program or renovating the Friendly Inn in order to keep the Nutrition Program at its current site. Ms. Balagso reported the Commission is working on fundraising for youth scholarships for recreation classes and activities.

### **COA ADVISORY COMMISSION**

Representative Skinner

Ms. Skinner distributed a job application and information from Allied Security. She stated the security firm is interested in hiring seniors to serve as security officers. They have positions available that do not include great physical demands, such as securing doors in a building or monitoring security surveillance cameras.

Ms. Skinner reported she continues to help seniors register for the national "Do Not Call" list. Seniors can get information on the list and how to register from the CAG office.

The 2003 Council on Aging Senior Directory is available and can be purchased for \$5.00 from the CAG office.

Ms. Skinner announced that CAG needs volunteers to help elderly and frail seniors go to doctor's appointments etc.

### **CAG MEETING REVIEW**

Committee Member Bautista

Ms. Skinner reported CAG did not have a meeting in July. CAG is currently reviewing its bylaws and Ms. Skinner is taking an inventory of donated equipment such as crutches and walkers to lend to seniors.

## **CONSENT CALENDAR**

## **1. APPROVAL OF MEETING MINUTES OF JULY 1, 2003**

Minutes approved (5:0) Committee Member Subocz moved to approve the minutes. Vice Chair Keig seconded the motion.

## **BUSINESS**

## **2. INDOOR COMMUNITY RECREATION CENTER REPORT**

**Recommended Action: Information Item.** Public Works Deputy Director, Mori Struve, will provide a report on the design status of the Indoor Community Recreation Center.

Public Works Deputy Director, Mori Struve, attended the meeting to discuss the design process for the Indoor Community Recreation Center. He introduced himself and told the Committee that his position in the Public Works Department is to maintain the parks, streets and sewers, but he is also called upon to manage capital projects, such as the construction of the Indoor Community Recreation Center.

Vice Chair Keig stated his concern regarding the design of the Center was that it appeared the community visioning process and desires of the senior community had been ignored. Mr. Struve responded the design is still in the preliminary stages and hoped the Senior Advisory Committee could provide him with some direction regarding the Committee's vision for the Center as well as answer the Committee's question on the design and design process.

Mr. Struve stated the sub-committee is working on the conceptual design of the building. The members of the sub-committee include two City Council members as well as members of the Planning Commission, Architectural Review Board, Youth Advisory Committee, Senior Advisory Committee and City staff. The sub-committee has approved a conceptual design which will be reviewed by City Council on August 20<sup>th</sup>. Mr. Struve added that in addition to the needs of the community, other City departments such as the Police Department wanted the building to be designed so it would be clearly visible from the street. The Police Department also wanted the skate park to be visible from the street. Mr. Struve then provided the Committee with a description of the lay-out of the building and the area surrounding the building.

Mr. Struve asked the Committee if there were any questions. Vice Chair Keig stated the Senior Advisory Committee has been working for over a year on the communicating to City Council the need for adequate kitchen space for the Senior Nutrition Program. He also mentioned the Committee's recommendation to Council to renovate the Friendly Inn in order to allow the Nutrition Program to remain in its current location. Mr. Struve stated he was aware of the Committee's concerns. He stated he is waiting for written guidelines and requirements for the kitchen from the County. Vice Chair Keig added the Committee had made site visits to several senior centers including the Evergreen Center in San Jose and the Cupertino Senior Center. He stated the Cupertino Senior Center is dedicated exclusively to seniors and Evergreen Center in San Jose has a shared-use facility with the general public. The site manager at the Evergreen Center indicated the shared-use agreement was not effective and that they had experienced theft of utensils and damage to the equipment that is shared. The Evergreen Center was in the process of installing small kitchenettes in some of the meeting rooms in order to avoid the shared use of the kitchen by the general public. He added that it is the Committee's desire to have a separate kitchen for the Nutrition Program at the Indoor Community Recreation Center. Carol Wood of the YMCA stated that Catholic Charities, who operates the Nutrition Program, wants a kitchen dedicated to the Nutrition Program. Mr. Struve responded the current plan is to design a kitchen for shared use, but he emphasized the design of the kitchen would not compromise the needs and requirements of the Nutrition Program.

Vice Chair Keig stated the community visioning process demonstrated a desire for inter-generational programming and activities. The conceptual design distributed at the July Senior Advisory Committee meeting did not reflect that concept. Mr. Struve responded the intent is still to develop a design that will promote and foster inter-generational activities. He emphasized the conceptual design distributed at that meeting was preliminary and hand-drawn and did not contain the details of the program spaces etc. He noted the only component identified in the community visioning process that will not be included in the design is the computer lab. The computer lab will be housed in the new library when built. Vice Chair Keig asked if there would be a decision made or closure on the kitchen issue in the near future. Mr. Struve responded a decision should be reached within 4 to 6 weeks.

Committee Member Leonard asked if there is a difference between the County's requirements for the Nutrition Program and the desires expressed by Catholic Charities for the kitchen. Mr. Struve stated he did not have the County's requirements yet, but believes the County's requirements are mandated by state and local government guidelines and Catholic Charities' desires are those of a program operator, but not necessarily mandated. Committee Member Mort stated he felt the needs expressed by an operator would be more realistic than government mandated requirements due to the operator's first hand experience and knowledge of the program.

Committee Member Subocz stated there is still a question on the square footage of each room. Mr. Struve then read off the square footage assigned to each room that will be used for the senior nutrition program or classes and activities. He noted the seniors will share the social lounge, game room and multipurpose room with youth and other members of the general public. Vice Chair Keig asked if scheduled use would accommodate the needs of the youth and the seniors. For example, the seniors could use the game room for bingo in the early afternoon and youth could use the room in the late afternoon for other activities.

Ms. Subocz then read aloud the questions the Senior Advisory Committee asked her to present to the sub-committee and Mr. Struve provided answers to those questions.

*Question 1:* Where is the kitchen to be located? Mori Struve – that has not been determined yet.

*Question 2:* What is included in the cost recovery? Mori Struve – the City plans to optimize use of the center in order to optimize use and cost recovery. The areas of the building that generate the most revenue, such as the pool, gym and exercise room will be marketed to the community. The City does not plan to recoup costs for three years so, there is room to change and adapt programming and rentals as needed.

*Question 3:* Where will the restroom be located? Mori Struve – that has not been determined yet.

*Question 4:* Why the Architectural & Engineering (A&E) costs 11% of the total cost of the building? Mori Struve – the A&E costs include work to be performed for LEEDS rating which is an energy conservation rating system, which enables buildings to be energy efficient and environmentally friendly. The City Council adopted a policy which requires that all new public construction be rated through LEEDS. Obtaining a LEEDS rating is expensive but there will be significant savings in energy and operating costs once the building is completed. The actual architectural and engineering fees are approximately 10% of the total cost of the building. The City must go through a competitive bid process in which all proposals must include the total charges of the project. If the selected consultant or professional, requests more funding once the project has begun, the City Council must approve the additional funds. Committee Member Mort stated his experience was in federal government, which caps A&E fees at 6% of the cost of the project.

Committee Member Subocz asked Mr. Struve if he had visited the Friendly Inn. Mr. Struve responded he had been there only couple of times. Ms. Subocz suggested Mr. Struve visit the Friendly Inn during the Nutrition

Program in order to see how the Program operates. She also stated the kitchen set-up with the pass through window facilitates the serving and clearing the meal. Mr. Struve stated he would like to visit the Friendly Inn.

Vice Chair Keig asked if the City was still considering the YMCA's proposal to operate the Center or at least the indoor pool. Ms. Wood stated she was not privy to those discussions between the City and the YMCA and she was not sure of the status of the negotiations. Patty of the YMCA added that the YMCA did suggest the City add the indoor pool in the design of the Indoor Community Recreation Center. Mr. Struve added that the discussion with the YMCA did lead to an expanded budget for the facility. The original budget was \$7million. After discussing operation and programming options with the YMCA, the City Council approved expanding the budget to \$26million in order to offer the community a state-of-the-art Center. City Manager Ed Tewes walked by the meeting and Mr. Struve asked him if he could update the Committee on the negotiations with the YMCA. Mr. Tewes stated the City Council decided to control and operate the facility but would like to contract with the YMCA to provide certain services, such as aquatics programs. He stated City Council will consider the partnership with the YMCA in 30 to 60 days. Committee Member Leonard asked if the indoor pool would compete with the aquatics complex. Mr. Tewes responded the indoor pool will provide different services than those offered at the aquatics complex and is expected to generate income for the city.

Committee Member Subocz asked if the projected revenue for swim tournaments and competitions to be held at the outdoor aquatics complex had been determined. Mr. Tewes responded that has not been determined yet.

Mr. Struve and the Committee thanked Mr. Tewes for his time.

Committee Member Swann asked if there would be any patio areas in the senior area and asked if the restrooms would be located near the senior area. Mr. Struve responded that patios and outside areas have not yet been designed. He also stated the restrooms would be located close to the senior area. Committee Member Subocz asked Mr. Struve if he would be interested in going to lunch at the Senior Center in order to get a better understanding of the program. Mr. Struve responded he would like to attend lunch at the Senior Center. Mr. Swann asked if the location of wheelchair ramps had been determined. Mr. Struve stated the location of the ramps had not been determined. He added the building will be designed in compliance with ADA requirements.

Vice Chair Keig stated he felt the morale of the senior community had gone down in recent years. He stated the senior community has been waiting for this facility for a long time and feel it might not be completed by the date indicated. Mr. Struve responded the project is moving forward. The funds have been set aside and construction will begin in 2005 and the facility will open in 2006.

Committee Member Mort asked who on the City staff is responsible for communicating the Nutrition Program and other requirements to the architect and engineer. Mr. Struve responded that City staff works very closely with the architect and engineer and the sub-committee will continue to meet regularly with the architect. Mr. Struve also stated the City now has a licensed architect on staff to work on all capital projects and to act as a liaison to the project architect. Mr. Mort asked about the City's contingency for cost overruns. Mr. Struve responded the City has a 10% contingency for cost overruns. This is a very conservative contingency. Mr. Struve added that the City's staff architect and other staff members are responsible for closely monitoring the work of the architect to ensure that he/she stays within the guidelines of his contract with the city.

Nancy Harris asked if the building couldn't be constructed in phases in the same manner as the Aquatics and sports complex. Mr. Struve responded that due to cost escalation, building in phases would not save costs in the long run. He added the design of the building does include room for expansion at a later date.

Mr. Struve asked if the Committee or members of the audience had more questions. Vice Chair Keig responded the Committee had no more questions and there were no more questions from the audience. Vice Chair Keig thanked Mr. Struve for his time and for the information he provided.

3. **REPORT ON INDOOR COMMUNITY RECREATION CENTER SUB-COMMITTEE**  
**Recommended Action: Information Item.** Committee Member Subocz to provide report on Indoor Community Recreation Center Sub-Committee meeting on July 23, 2003.

Item covered in Agenda Item 2 above.

4. **SENIOR ADVISORY COMMITTEE MEMBERSHIP**  
**Recommended Action: Information Item.** City staff to provide a status report on the recruitment and interview process.

Staff Balagso reported an interview panel which consisted of Parks and Recreation Commissioner Marilyn Librers and City staff held interviews on July 24<sup>th</sup>. The panel interviewed 8 highly qualified candidates. The interview panel will make its recommendation to the Parks and Recreation Commission at the August 19<sup>th</sup> meeting.

5. **CALIFORNIA SENIOR LEGISLATURE – SANTA CLARA COUNTY NEWS**  
**Recommended Action: Information Only.** Hand out monthly legislative update from California Senior Legislature.

Staff Balagso distributed the August Senior California Legislature Newsletter.

## **ANNOUNCEMENTS**

### **REQUESTS FOR FUTURE ITEMS**

None

**ADJOURNMENT** to the next monthly meeting schedule on **September 2, 2003** in City Council Chambers.

Committee Member Subocz moved to adjourn the meeting. Committee Member Mort seconded the motion. Motion approved (5:0)